



MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

PERSONNEL BOARD MEETING OF October 17, 2008

Attending:

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| Elsa Urquiza | Chairperson |
| David Alschuler | Vice Chairperson |
| Michael Perlmutter | Associate Member |
| Zalman Bacheikov | Associate Member |
| Bunny Patchen | Associate Member |
| Evette Phillips | Employee Member |
| Renato Sejas | Employee Member |
| Kristin Tigner | Acting Secretary |

Absent:

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| Paco Basantes | Employee Member |
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ITEM 1 - Approval of minutes.

Elsa Urquiza, Chairperson convened the Personnel Board meeting at 9:04 a.m.

Upon motion by Bunny Patchen, Associate Member, and seconded by Michael Perlmutter, Vice Chairperson, the minutes of the September 19, 2008 Personnel Board meeting were approved.

ITEM 2 - Guidelines used to screen driving records.

The Board was presented with a draft policy of guidelines used to screen driving records of applicants. Bunny Patchen, Associate Member, questioned if there were any provisions on how frequently current employees' driver's licenses are screened and if there were any disciplinary policies in place for those employees that may have accrued any new incidents after being hired. Kristin Tigner, Acting Secretary, stated that those employees that are required to drive do have their licenses checked annually by the City's Fleet Management Division and that there are guidelines in place to deal with any negative findings, which are based on provisions of Collective Bargaining Agreements, Personnel Rules and the City's Vehicle Policy.

The Board also expressed concern regarding the potential subjectivity of the policy, where some candidates for positions may be disqualified based on their driving record and others may not. Ms. Tigner informed the Board that the policy was being reviewed by the City Attorney's Office and the Fleet Management Division for any potential issues. The Board requested that the Human Resources Department continue working on finalizing the standard guidelines to screening driving records.

ITEM 3 – Update on Henry Bryant, Fire Fighter I, Performance Appraisal appeal.

Kristin Tigner, Acting Secretary, gave a brief update the Henry Bryant appeal, which was resolved by Mr. Bryant and Chief Yuhr coming to an agreement on the language used in his performance appraisal.

ITEM 4 – Classified performance evaluations - the request from Personnel Board Members for Department Directors with more than 10% or with 10 or more past due performance evaluations to appear before the Board.

The Board continued to note improvements made throughout all City Departments on past due performance evaluations. Elsa Urquiza, Chairperson, recognized the continuing efforts made by all the departments.

With all in favor, the meeting was adjourned at 9:23 a.m.


Kristin Tigner, Acting Secretary